Minutes of the Executive Committee
National Conference of Social Work

Tuesday, January 3, 1933, 2:00 P.M., Room 200, Russell Sage Foundation Building, New York City.

The following members were present: Mr. Bruno, the President, Mr. Stillman, the Treasurer, Mr. Bates, Mr. Beisser, Miss Colcord, Mr. Davies, Mr. Dawson, Mrs. Glenn, Miss Hoey, Miss Hill representing Mr. Jewell, Miss Kahn, Miss Kempshall, Mr. Magnusson, Dr. Potter, Mr. Solenberger, Mr. Warren, Mr. Washington, and the General Secretary.

The minutes of the preceding meeting having been distributed to all members of the Committee, their reading at this time was by general consent omitted.

The Treasurer read the following report and at its close distributed the financial statement, a copy of which is attached herewith.

"It is my duty and pleasure to submit herewith the 1932 financial statement as prepared by the Secretary.

Our executive maintains continuous effort to make a working Conference official from the raw material of a volunteer treasurer. Thus my normal opportunity, cultured by Mr. Knight's abnormal importunity, has found plenty of exercise during a rather difficult year.

I wish to present to the Conference membership, from my personal viewpoint, the difficulties and disappointments encountered or experienced, explanatory comments pertinent thereto, and a statement of actual accomplishment basal to a feeling of encouragement that the exigencies of the moment are unable to put to rout.

Difficulties and Disappointments

It became apparent by June of 1932 that our carefully prepared budget was being thrown into imbalance. The cause lay in the failure to realize our conservative anticipations in membership revenue. The Executive Committee took notice of this at the Philadelphia meeting and ordered reductions of $1,600 in disbursements. The

experience of the executive office, subsequent to that order, as the figures are analyzed, reveals that the accomplished savings were not $1,600 only but $2,333.98. Our expectation as to memberships was not realized. At the end of the fiscal year 1932 the total paid memberships numbered 4,250 with a book value of $26,896. One year before, the paid memberships were 4,842 with a book value of $31,066. This represents a net loss of 692 members with a book value of $4,170. While the financial statement shows a small cash balance, the actual condition of the Conference is reflected in the figure of $4,705.45 which is our real deficit as we take into account our accrued liabilities.

Another disturbing factor rests in our inability to pay salaries currently. At the present time we owe $1,067.90 to the Secretary and other staff members. This sum, of course, is included in the list of bills payable.

In computing the deficit, we have included as accounts receivable the sum of $1,615, representing money due and payable during the fiscal year 1932 from Philadelphia and Detroit but which had not been received when the books were closed on December 28. It should be noted, however, that $500 were received from Detroit on December 29. The "guarantees" made by Conference cities involving payments in the two fiscal years preceding the Conference constitute very naturally a dependable expectancy. After this new system has become habitual Conference procedure, the difficulties now encountered will vanish. The present exigent circumstances afford explanation for the inability of Philadelphia and Detroit to execute their conscientous intentions. It is disappointing and distracting, nevertheless, that the Conference treasury must suffer thereby.

Right now we are carrying over $900 worth of delinquent memberships, most of which are not more than ninety days over due. In computing our net deficit, we have booked this potentiality as $300, only.

Explanatory Comments

I am not seeking to present what in common parlance we denominate an "alibi". There are, however, a few statements that will really help to explain our situation and thus serve a useful purpose.

The decision to end the fiscal year December 31 rather than May 31 was, in my judgment, wisely made by the Executive Committee. It forces us, in order to catch up with ourselves, so to speak, to assume the burden of charging the expense of two publications of Proceedings to the year 1932--the 1931 volume and the 1932 volume. The expense of a Conference regularly held in the early summer of any year should be liquidated in that year, and our present system so provides. I shall refer later to the effect of this arrangement upon our present financial condition.

On January 1, 1932, our National Conference of Social Work Committee on International Conference of Social Work owed our National Conference $1,574.90. This amount represented advances made to the Committee to carry on its work. Reimbursement in full was budgetary anticipation. Though the Committee has made a valiant effort to raise funds and reimburse the Conference for expenses incurred by the Committee, the amount unpaid is now $1,316. We feel that because the Committee has exhausted every resource at its command, the Conference should assume the balance. In fact this amount is given cognizance in our financial statement.

In the two or three years period immediately preceding my assumption of office in April, 1930, the Conference used up a reserve fund of $6,000 in meeting operating expenses. This reserve fund, secured under the able leadership of Mr. Bookman, was a residuum from special contributions made in connection with the fiftieth anniversary at Washington. With the full understanding and approval of the Executive Committee, the Conference was thus living beyond its current income in the execution of a wisely conceived and directed program. Our Secretary early outlined a membership campaign fully anticipating all the implications of approved operative financial policy. The economic upheaval and other factors forced the abandonment of these carefully laid plans for a membership campaign. Our joint efforts since 1930 have been directed toward keeping the operating expenses of the Conference within our operating income.

The Bright Side

Our deficit is $4,705.43. On December 31, 1931, our deficit was $6,919.99. A net reduction of $2,214.56 in our deficit, as the result of the year's operations, is not without its element of encouragement.

If we had followed the custom of previous years in the method of payment of Proceedings, the net deficit would have been $235.43.

Our operating budget for 1932, as originally approved by the Executive Committee, was $35,410. The total operating expense of the Conference for the year 1932, including all unpaid bills and Proceedings (cost estimated) was $33,076.02. There has been a net saving of $2,333.98.

While the paid-up Conference membership, as stated above, is 692 less than that of a year ago, it should be noted that it is only 16 less than that of two years ago, and 699 more than that of three years ago.

The Executive Committee of the Conference at its meeting in Philadelphia last June anticipating that the Conference might be facing financial difficulties due fundamentally to the economic depression authorized the President, the Treasurer and the Secretary as a special finance committee to take such measures as might be necessary to provide funds from outside the membership resources that would enable the Conference to balance the budget and operate efficiently. In accordance with this authorization, this committee has already made an approach to one of the foundations for financial assistance during the years 1933, 1934, 1935. Negotiations are still pending so that it is impossible to state at this time what the results are likely to be. The amount requested at the present time is designed to supplement membership income rather than to take its place and every effort will be exerted during the coming year to retain our Conference membership as near to the present number as is possible.

Budget

The budget as prepared in conference by the Secretary and Treasurer is submitted herewith. The figures of income and expenditure, both in the budget and in the actual income and expenditures for 1932 have been arranged so as to exclude all items pertaining strictly to 1931 income and expenditure. This has been done so that a valid comparison between 1932 actuals and 1933

estimates may be quickly made. It should be noted that the estimates for 1933 provide for one less stenographer and for a reduction in several of the salaries. The estimates for the other items have been carefully scrutinized. We believe that the budget as prepared will provide for the operation of the essential activities of the Conference with careful administration, and that further to reduce these items at this time would result in cutting the service of the Conference below an efficient minimum.

Suggestion

The Treasurer and Secretary unite in requesting that each incoming President of the Conference, as soon as practicable after his election, be empowered to appoint a third member of the Conference to act with them in a monthly review of actual or proposed disbursements.

Respectfully submitted,
Charles C. Stillman,
Treasurer."

Upon motion duly made and seconded and after thorough discussion it was moved that the report of the Treasurer be adopted.

At their discussion during which it was pointed out that the suggestion of the Treasurer and the Secretary that a third member of the Conference review expenditures, actual and proposed monthly, was to have the benefit of the judgment and advice of a third party, during these difficult times, and upon motion duly made and seconded it was

Voted that each incoming President of the Conference either personally or by the appointment of a third member of the Conference to act for him, review with the Secretary and the Treasurer the expenditures, actual or proposed monthly.

The budget for 1933 as recommended by the Treasurer and the Secretary was then presented. During the discussion of the budget it was pointed out that during the last fiscal year and continuing through the year 1933 the salary item has been reduced by the elimination of some special services, reduction in salaries, and reduction in staff. The printing of the annual membership list was not provided for in 1933 as it entailed an

expense of six or seven hundred dollars which it was felt could be omitted this year with the expectation of resuming its publication a year hence. It was pointed out that the adoption by the Executive Committee of the budget as presented would authorize the omission of the annual membership list. The increase in the item of postage and express over last year's expenditures is made necessary by the increased cost of first-class mail and the necessity of mailing the official ballot to all of the members of the Conference entitled to vote or who would become entitled to vote by the payment of their membership fee. The rent item is strictly in accordance with the lease authorized by the Executive Committee a year and a half ago. It operates on a year beginning July 1st and has now reached its maximum rate.

The question of the salary reductions was thoroughly discussed and upon motion duly made and seconded, it was

Voted that the budget as presented with the addition of $500.00 to the salary item be adopted.

The budget as adopted by the Executive Committee is attached herewith.

Mrs. John M. Glenn, Chairman of the Committee on International Conference of Social Work presented an informal report. As stated in the previous report to the Executive Committee the Committee on International Conference secured and forwarded to the Secretariat of the International Conference of Social Work 292 memberships totaling $1,460.00. It also secured contributions toward the national quota (paid in full) in the budget of the International Conference of Social Work totaling $1,730.15. This in turn has been transferred to the Secretariat of the International Conference of Social Work. In seeking to raise funds to liquidate its indebtedness to the National Conference of Social Work for money advanced to the Committee to carry on its work it has secured $258.00. Since the books of the National Conference of Social Work were closed it has turned in an additional $123.94 and has secured pledges of $60.00 which will be paid shortly. The Committee agreed that any additional funds obtained as a result of its efforts should be forwarded to the National Conference treasury for the further reduction of the amount owed. This balance including all items received up to January 5th and including the pledges made was $1,186.90.

The Chairman of the Committee outlined briefly the tentative plans for the Third International Conference of Social Work to be held in England in 1936 and stated that the present Committee would present its final report at the annual meeting of the Conference at Detroit at which time it is anticipated that it would be discharged from its responsibilities.

The President called for the reading of that section of the Treasurer's report having to do with the balance owed by the Committee on International Conference and the action of the Executive Committee in assuming this deficit as a part of its own deficit.

Upon motion duly made and seconded it was

Voted to adopt the report of the Committee on International Conference.

Mr. Stanley Davies presented the report of the special Committee of which he was the Chairman to confer with Mr. Chester D. Pugsley of Peekskill, New York relative to his offer of an annual award of $250.00 to be administered by the National Conference of Social Work.

After further discussion and upon motion duly made and seconded it was

Voted that the National Conference of Social Work accept the award of $250.00 from Mr. Chester D. Pugsley of Peekskill, and that this award be made in 1933, and in subsequent years if renewed, to the person (or persons) professionally employed in social work who, in the judgment of the Editorial Committee, have presented at the National Conference of Social Work the paper (or papers) adjudged to have made the most important contribution to the subject matter of social work; that the President of the National Conference, as an ex-officio member of the Editorial Committee, be excluded from eligibility to this award; that the Editorial Committee set up specific criteria for adjudging the paper or papers considered for the award; and that the Special Committee to whom this matter has been referred, consisting of Miss Hoey and Mr. Davies, make further recommendations to the Executive Committee as to the definition of "persons professionally employed in social work."

Upon motion duly made and seconded it was

Voted that the President appoint a special committee on Conference membership to secure new memberships in the Conference during the current year.

Upon motion duly made and seconded it was

Voted that the President appoint two members of the Executive Committee to serve as a Nominating Committee to bring in nominations at the next meeting of the Executive Committee for one member of the Editorial Committee to serve for a term of three years in the place of Mr. Harry Lurie whose term expires this year and two persons to serve on the Program Committee for terms of three years in the places of Otto Bradley and Cheney C. Jones whose terms of office expire this year. (The President subsequently appointed Mr. George Warren and Miss Claire Tousley).

The Secretary presented the report of the Committee on Admission to Status as Associate Group and Consultation Service. The Committee recommends for approval for use of booths at Conference Headquarters the following organizations which have duly applied:

American Association of Hospital Social Workers
American Association of Psychiatric Social Workers
American Association of Schools of Professional Social Work
American Association of Social Workers
American Birth Control League
American Federation of Organizations for the Hard of Hearing
American Legion, National Child Welfare Division
American Public Welfare Association
American Red Cross
American Social Hygiene Association
Associates for Government Service
Big Brother and Big Sister Federation
Child Welfare League of America
Church Mission of Help, National Council
Committee on Volunteers
Family Welfare Association of America
Girls' Protective Council
Home Economists in Social Work
Joint Vocational Service
Life Insurance Adjustment Bureau
National Association of Travelers Aid Societies
National Bureau of Goodwill Industries

National Catholic Welfare Conference
National Committee on Prisons and Prison Labor
National Council of Young Men's Christian Associations
National Federation of Day Nurseries
National Probation Association
National Recreation Association
National Social Work Council
National Society for the Prevention of Blindness
National Tuberculosis Association
National Urban League
Needlework Guild of America
Russell Sage Foundation
Social Work Publicity Council

Publishers Applying for Booths

Columbia University Press
The Family
Russell Sage Foundation Publications
University of Chicago Press

Organizations who used booths at Philadelphia but from whom no applications have been received for Detroit

American Association of Visiting Teachers
American Child Health Association
American Foundation for the Blind
Association of Community Chests and Councils, Social Service Exchange Committee
Child Study Association of America
Church Conference of Social Work, Federal Council of Churches of Christ in America
Committee on the Handicapped
Indian Rights Association
Mothers' Aid Association
National Board, Young Women's Christian Associations
National Child Labor Committee
National Children's Home and Welfare Association
National Committee for Mental Hygiene
National Conference of International Institutes, National Board, Young Women's Christian Associations.
National Conference of Jewish Social Service
National Federation of Settlements
National Florence Crittenton Mission
Office of Indian Affairs
The Survey
United States Children's Bureau
White House Conference on Child Health and Protection

The Committee recommends the granting of the status of Associate Group to the National Child Welfare Division of the American Legion whose application for such status with supporting data has been carefully considered by the Committee.

Upon motion duly made and seconded it was

Voted to approve the recommendation of the Committee.

The Secretary called the attention of the Committee to the request of the Social Work Exhibit Committee in Chicago for an appropriation of $200.00 toward the expense of a social work exhibit at the Century of Progress to be held in Chicago this year.

After further discussion it was agreed without formal action of the Executive Committee that an appropriation could not be made at this time in view of the financial situation of the Conference.

The President then reported informally upon the plans of the Program Committee for the general sessions of the Conference, stating that they were following out in general the plan reported at the last meeting but were not yet in a position to announce the names of speakers as none had been formally approached. The general theme of the evening sessions will be "Social Work Facing a New Age".

There being no further business and upon motion duly made and seconded it was

Voted to adjourn.

The next meeting of the Executive Committee will be in Detroit on Sunday, June 11 at 2:00 P.M.

Howard R. Knight
General Secy.

National Conference of Social Work
Budget Jan. 1 - Dec.31, 1933
Adopted by the Executive Committee, Jan. 3, 1933
(All items of 1931 income and expenditures have been eliminated from the first two columns so that the figures for 1932 and 1933 are in reality comparable)

	Budget 1932	Actual and Estimated Income and Expenditures 1932	Estimated Income and Expenditures 1933
Receipts			
Memberships	$ 33,000.00	$ 26,033.04	$ 25,000.00
Guarantees	2,000.00	2,000.00	2,000.00
Registration Fees	2,000.00	2,576.00	2,000.00
Miscellaneous	1,100.00	1,598.54	1,000.00
Loan Int.Conf.Com.	1,574.90	258.00	
Total	39,674.90	32,465.58	30,000.00
Expenditures			
Salaries	17,230.00	16,598.83	14,920.00
Travel	4,650.00	4,183.17	3,050.00
Printing	8,600.00	7,980.58	7,300.00
Postage & Express	1,900.00	1,531.38	2,150.00
Supplies	800.00	682.03	800.00
Telephone & Telegraph	400.00	362.75	350.00
Rent	1,080.00	1,080.00	1,200.00
Equipment & Repairs	250.00	215.52	150.00
Miscellaneous	500.00	406.76	400.00
Refunds		35.00	
Total	35,410.00	33,076.02	30,320.00
Expenditures-Functional			
Gen'l.Administration	12,350.00	12,180.10	10,950.00
Memb. & Publicity	2,750.00	2,901.22	1,700.00
Annual Meeting	2,700.00	2,202.36	2,200.00
Proceedings & Index	6,400.00	5,673.11	5,700.00
Bulletin	2,900.00	2,431.64	2,400.00
Office Operation	7,810.00	7,462.39	6,970.00
Other	500.00	225.20	400.00
Total	$ 35,410.00	$ 33,076.02	$ 30,320.00
Deficit December 31, 1932			4,705.43
Total to be provided			35,025.43

Minutes of the Program Committee
National Conference of Social Work

Tuesday, January 3, 1933, 9:30 A.M., Room 200, Russell Sage Foundation Building, New York City.

The following members were present: Mr. Bruno, the President, Mr. Rabinoff, and Mr. Knight. Mr. Earl Parker of Detroit, Miss Joanna Colcord of New York, and Dr. Ellen C. Potter of New Jersey were also present.

The President summarized the memorandum which he had previously sent to all members of the Committee with the replies he had received from members of the Committee and others with whom he had also consulted. After lengthy discussion it was agreed that the policy of having one speaker for each general session would be followed this year but that the President use his discretion if it seemed wise to add a speaker on any particular program. After further discussion the following tentative program was agreed to. The wording of the subjects and the suggested speakers are tentative.

Sunday, June 11th, 8:30 P.M. opening session.
Subject: National Responsibility for Human Welfare. Suggested speakers: Newton D. Baker, Alfred E. Smith, Stuart Chase.

Monday, June 12th, 8:30 P.M.
Subject: Social and Economic Planning.
Suggested speakers: Charles Beard, H.S. Persons, Stuart Chase.

Tuesday, June 13th, 8:30 P.M.
Subject: Governmental Adjustments Necessary to the New Age. Suggested speakers: Judge Anderson, Richmond, Virginia, Professor Ogburn, University of Chicago, and Mr. Defoe, Winnipeg, Canada.

Wednesday, June 14th, 6:30 P.M.-Conference Dinner.
Suggested subject in the field of inter-racial relations. Speaker: Mrs. Pearl S. Buck author of "The Good Earth".

Friday, June 16th, 8:30 P.M.-Presidential Address:
Social Work in a New Age.
Frank J. Bruno.

Saturday, June 17th, 1:00 P.M.-Conference luncheon.
Subject: Sixty Years of the National Conference of Social Work.
Joanna C. Colcord.

In addition to the above the annual Get-Acquainted Dinner will be held on Monday, June 12th at 6:00 P.M.

After motion duly made and seconded the President and the Secretary were authorized to complete the program.

After motion duly made and seconded it was

Voted to adjourn.

Howard R. Smith
Sec'y.

Footnote: Inasmuch as both subjects and speakers are tentative no publicity should be given to the above.

Minutes of the Committee on Admission to Status of
Associate and Special Group and the use of
Consultation Booths
National Conference of Social Work

Tuesday, January 3, 1933, Gramercy Park Hotel, New York City

The following members were present: Mr. Bruno, the President, Miss Leal, Mr. Rabinoff, Mr. Weist, and the General Secretary.

The application of the National Child Welfare Division of the American Legion for status as an Associate Group with supporting data was received.

Upon motion duly made and seconded it was

Voted that the status of Associate Group in the National Conference of Social Work be accorded to the National Child Welfare Division of the American Legion.

The Secretary presented two lists, one of organizations that had already applied for booths at Conference headquarters and second a list of those using booths last year and who had been invited to apply but whose applications have not yet been received.

Applications for Booths

American Association of Hospital Social Workers
American Association of Psychiatric Social Workers
American Association of Schools of Professional Social Work
American Association of Social Workers
American Birth Control League
American Federation of Organizations for the Hard of Hearing.
American Legion, National Child Welfare Division
American Public Welfare Association
American Red Cross
American Social Hygiene Association
Associates for Government Service
Big Brother and Big Sister Federation
Child Welfare League of America
Church Mission of Help, National Council
Committee on Volunteers
Family Welfare Association of America
Girls' Protective Council
Home Economists in Social Work
Joint Vocational Service

Life Insurance Adjustment Bureau
National Association of Travelers Aid Societies
National Bureau of Goodwill Industries
National Catholic Welfare Conference
National Committee on Prisons and Prison Labor
National Council of Young Men's Christian Associations
National Federation of Day Nurseries
National Probation Association
National Recreation Association
National Social Work Council
National Society for the Prevention of Blindness
National Tuberculosis Association
National Urban League
Needlework Guild of America
Russell Sage Foundation
Social Work Publicity Council

Publishers Applying for Booths

Columbia University Press
The Family
Russell Sage Foundation Publications
University of Chicago Press

Organizations who used booths at Philadelphia but from whom no applications have been received for Detroit

American Association of Visiting Teachers
American Child Health Association
American Foundation for the Blind
Association of Community Chests and Councils, Social Service Exchange Committee
Child Study Association of America
Church Conference of Social Work, Federal Council of Churches of Christ in America
Committee on the Handicapped
Indian Rights Association
Mothers' Aid Association
National Board, Y.W.C.A.
National Child Labor Committee
National Children's Home and Welfare Association
National Committee for Mental Hygiene
National Conference of International Institutes, National Board, Y.W.C.A.
National Conference of Jewish Social Service
National Federation of Settlements
National Florence Crittenton Mission
Office of Indian Affairs
The Survey
United States Children's Bureau
White House Conference on Child Health and Protection

Upon motion duly made and seconded it was

Voted that the Committee approve the applications made and the applications of organizations which have been invited to apply upon their receipt.

The procedure for Committee action on future applications for booths was then discussed.

Upon motion duly made and seconded it was

Voted that up until six weeks prior to the opening of the Conference all other applications received be forwarded to the members of the Committee with the recommendation of the Chairman and Secretary for action by mail vote after which date the Chairman and Secretary shall have power to act.

The further development of the Consultation Service along lines approved by the Executive Committee was then considered. Upon motion duly made and seconded it was

Voted that the Secretary confer with the American Association of Social Workers, the American Association of Schools of Professional Social Work and the Joint Vocational Service relative to their occupying a joint booth and sponsoring a steering service for consultation as an experiment this year.

There being no further business the meeting adjourned.

Howard R. Knight Jr.
Emil Seidy

The Special Committee
on
Life Membership

The special Committee to consider the possibility of Life Membership in the National Conference of Social Work met in New York City on Tuesday, January 3rd, 1933 at 6:00 P.M. The following members were present: Mr. Solenberger, Mr. Beisser, the Secretary and the Treasurer.

After informal discussion it was agreed that the idea of Life Membership in the National Conference of Social Work warranted further investigation and study. The members of the Committee agreed to investigate the experience of a number of organizations having Life Memberships and report at the meeting of the Committee to be held at Detroit.

The meeting adjourned.

Howard Knight

Minutes of the Executive Committee
National Conference of Social Work

Sunday, June 11, 1933, 2:00 P.M., Parlor B, Hotel Statler, Detroit, Michigan

The following members were present: Mr. Bruno, the President, Mr. Atwater, Mr. Bane, Mr. Beisser, Mr. Bowen, Miss Colcord, Miss Cottrell, Mr. Davies, Mr. de Schweinitz, Mr. Dodge, Mr. Hodson, Miss Hoey, Mr. Jewell, Miss Kaufman, Miss Kempshall, Mr. Newstetter, Dr. Potter, Mr. Stillman, Miss Tousley, Mr. Warren, Mr. Washington, and the General Secretary.

Report of the Treasurer was called for and presented as follows:

"Three statements appear herewith:

1. Cash income and expenditures, January 1 to May 31, 1933.

You will note that with all bills paid, there is a cash balance of $48.82. Obviously, the important question about this statement centers around the hypothecation of income logically applicable to the balance of the fiscal year which is the calendar year. The situation in this respect is favorable, as appearing in the next exhibit.

2. The budget and our present financial status.

Of $25,000.00 budgeted for income from memberships, $13,710.11 are accounted for, leaving $11,289.89 to be secured, which is our reasonable expectation.

I call your attention especially to the Revised Budget of disbursements. Your President, Treasurer, and Secretary assumed that reductions, though greatly beyond the figures authorized by the Executive Committee, would meet your approval. Such reductions, involving both salary and personnel cuts, as were adjudged necessary were made with the full acquiescence of the executive staff, and in fact upon their suggestion. You will note that we are living within this revision.

3. Total actual and estimated receipts and expenditures, January 1 to December 31, 1933.

On the basis of this submission, there will be a balance of $651.98 at the end of the year. Of course, the estimated income is the budget figure of $15,289.89. If there is any "joke" in the picture, it lies here. I confidently believe, however, that by hard work all around, the Secretary's ambition will be realized. At least it can be said with confidence that the National Conference of Social Work is in a solvent condition.

Be assured that the accomplishments to date, and those to be realized, have not been and will not be an easy task. It has required rigid economies in the administration of the Conference and for the balance of this year drastic reduction of staff which can be only a temporary measure. It will require that every member of the Conference renew their memberships promptly, that all persons who have an interest in what the Conference can do for social work will express that interest through membership. It assumes that all unpaid pledges of the special campaign last spring will be paid during the fiscal year.

You will be interested to learn the results of letter campaigns to secure extra funds. The Treasurer's letter requesting membership renewals, plus an extra dollar each, yielded $264.00 cash plus $47.00 in promises. Mr. Lee's letter, asking for contributions, yielded $681.00 cash plus $252.00 in promises. Five hundred dollars were received from the Committee on International Conference. These three items total $1,445.00 in cash and $299.00 in pledges.

I present this report with considerable satisfaction, and with expression of great appreciation of the patient and exacting service of the Executive and his staff, of Mr. Porter Lee's considerable help, and of the support, so generously rendered in these difficult times, of all friends of the Conference."

After thorough discussion and upon motion duly made and seconded, it was

Voted to adopt the report of the Treasurer with an expression of appreciation to the Treasurer and the staff for the fine work accomplished.

The special committee on nominations for membership on the Program and Editorial Committees was called for and presented as follows: For the Program Committee, to serve a term of three years each, Miss Gordon Hamilton, New York City and Mr. Stanley Davies, New York City; for the Editorial Committee, to serve a term of three years, Miss Mary Hurlbutt, New York City.

Upon motion duly made and seconded it was

Voted to elect the nominees to their respective committee memberships.

The Secretary, after consultation with the groups interested in the next annual meeting of the Conference in Kansas City, recommended that the dates of the 1934 Conference be the week of May 20th to 26th both dates inclusive.

Upon motion duly made and seconded, it was

Voted to hold the 1934 annual meeting of the Conference on the above dates.

The Secretary read the recommendations of the special committee, Mr. Stanley Davies, Chairman, relative to the further definition of the regulations concerning the Pugsley award, as follows:

"persons who are members of, or who, in the opinion of the Editorial Committee, would be eligible to membership in the American Association of Social Workers, leaving it also within the discretion of the Editorial Committee to make exceptions to this rule in the case of outstanding persons who have made outstanding contributions, and who are regarded by the Editorial Committee as professional social workers even though they cannot qualify for membership in the American Association of Social Workers."

"We also suggest that in evaluating papers for the award, the Editorial Committee be governed by their own established standards as follows:

1. It should contain new data of practical value to the membership of the Conference.

2. It should present an interpretation of social work or any of its aspects which is not now available.

3. It should have important local significance of a kind which is of interest elsewhere.

4. It should present material from a field outside of social work in a way which makes clear the significance of this material for social work.

5. It should have definite historical significance important as a matter of record.

6. If it contains material of any one of the foregoing kinds whose occasional repetition is desirable, a reasonable period should have elapsed since its last previous presentation."

Upon motion duly made and seconded, it was

Voted to approve the recommendations as made.

At the request of the President, the Secretary read the recommendations relative to the reorganization of the program that had been mailed to all members of the Executive Committee prior to the meeting as follows:

After discussion and many informal suggestions and upon motion duly made and seconded, it was

Voted to approve the recommendations as submitted.

During the discussion of the above recommendations it was suggested that the Program Committee give special consideration to developing closer working relations so far as program building is concerned with the various Associate Groups of the Conference.

Upon motion duly made and seconded, it was

Voted to instruct the Program Committee to give such consideration.

Howard Wright
Genl Secy.

May 16, 1933.

Memorandum to Members of the Executive Committee
National Conference of Social Work

The experience of the last year or two has brought out clearly some of the weaknesses of the program organization in the National Conference of Social Work. The chief weaknesses are due to inflexibility and complexity. During the year there have been many suggestions made regarding possible modification of the program organization in order to make it more useful in the present emergency. Without going into detail regarding these weaknesses but also recognizing the many strengths in our program organization, we make the following recommendation:

Under our Constitution the Program Committee of the Conference of which the President is Chairman has among other responsibilities that of recommending from time to time any changes in the organization of the program that may seem desirable. It is, therefore, recommended that the Executive Committee instruct the Program Committee of the Conference as follows:

First, to study carefully the various suggestions that have been made relative to modification of program organization in the light of emergency needs and the probable situation in 1934 and recommend such changes as may seem desirable for the organization of the program at Kansas City in 1934, to the Executive Committee of the Conference at its fall meeting in October, 1933.

Second, to study carefully the whole divisional organization of the Conference, its weaknesses and its strengths, and to recommend to the Executive Committee such reorganization, changes or modifications of our permanent program organization as may seem desirable. The recommendations should be made not later than the January, 1934 meeting of the Executive Committee in order to allow ample time for their presentation through the Bulletin to the membership of the Conference for action at the annual meeting in Kansas City in 1934.

It is suggested that the Executive Committee because of the importance of these two questions and the desirability of securing a variety of viewpoints may wish to authorize the Program Committee to enlarge its membership so far as its work on these recommendations may be concerned.

Respectfully submitted,

Frank J. Bruno, President

Howard R. Knight,
General Secretary.

Statement No. 1

NATIONAL CONFERENCE OF SOCIAL WORK
CASH STATEMENT

January 1-May 31, 1933

Operating Balance, January 1		$ 660.35
Receipts		
Memberships	$ 14,775.11	
Contributions	1,388.94	
Sales, Bulletin	30.38	
Sales, Proceedings	51.42	
Refunds	71.05	
Miscellaneous	256.06	
Total		16,572.96
Total Receipts and Balance		17,233.31
*Expenditures		
Salaries	6,677.81	
Travel	1,649.75	
Printing	3,764.99	
Postage	1,333.31	
Supplies	537.48	
Telephone & Telegraph	193.12	
Rent & Light	560.00	
Equipment & Repairs	160.73	
Miscellaneous	244.95	
Refund	62.35	
Total		15,184.49
Balance		$ 2,048.82
	Unpaid Bill	2,000.00
Balance		$ 48.82

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*Functional Distribution of Expenditures

Administration	5,836.15
Membership & Publicity	762.03
Annual Meeting	509.53
Proceedings & Index	2,416.74
Bulletin	1,411.34
Office Operation	4,194.10
Other	54.60
	$ 15,184.49

Statement No. 2
1933 - Budget

	Budget for 1933 as Adopted by Exec.Com.	Reductions as of Mar. 1	Revised Budget	Actual Income & Expenditures Jan.1-May31	Budget Balance
Membership	$ 25,000.00	$	$ 25,000.00	$13,710.11	$11,289.89
Guarantees	2,000.00		2,000.00		2,000.00
Registration Fees	2,000.00		2,000.00		2,000.00
Miscellaneous	1,000.00		1,000.00	1,797.85	
Total	30,000.00		30,000.00	15,507.96	15,289.89
Salaries	14,920.00	2,772.47	12,147.53	5,609.91	6,537.62
Travel	3,050.00	500.00	2,550.00	955.75	1,594.25
Printing	7,300.00	1,200.00	6,100.00	1,528.17	4,571.83
Postage & Express	2,150.00	500.00	1,650.00	820.31	829.69
Supplies	800.00		800.00	379.01	420.99
Telephone & Telegraph	350.00		350.00	193.12	156.88
Rent	1,200.00	420.00	780.00	360.00	420.00
Equipment & Repairs	150.00		150.00	135.09	14.91
Miscellaneous	400.00		400.00	197.09	202.91
Refunds				62.35	62.35
Total	30,320.00	5,392.47	24,927.53	10,240.80	14,686.73
General Administration	10,950.00	966.67	9,983.33	4,573.32	5,410.01
Membership & Publicity	1,700.00	718.30	981.70	619.56	362.14
Annual Meeting	2,200.00	500.00	1,700.00	391.37	1,308.63
Proceedings & Index	5,700.00	1,100.00	4,600.00	174.45	4,425.55
Bulletin	2,400.00	250.00	2,150.00	788.34	1,361.66
Office Operation	6,970.00	1,857.50	5,112.50	3,639.16	1,473.34
Other	400.		400.00	54.60	345.40
Total	$30,320.00	$ 5,392.47	$24,927.53	$10,240.80	$14,686.73

Statement No. 3

Total Actual and Estimated
Receipts and Expenditures
January 1 - December 31

Total Cash Receipts Jan.1 - May 31	$17,233.31
Estimated Income June 1 - December 31	15,289.89
	32,523.20
Total Expenditures Jan.1 - May 31	15,184.49
Estimated Expenditures June 1 - December 31	14,686.73
Unpaid 1932 Bill	2,000.00
	31,871.22
Estimated Balance December 31, 1933	651.98
	$32,523.20

Minutes of the Executive Committee
National Conference of Social Work

Tuesday, June 13, 1933, 4:00 P.M., Parlor B, Hotel Statler, Detroit, Michigan.

The following members were present: Mr. Bruno, the President, Mr. Atwater, Mr. Bates, Mr. Beisser, Mr. Bowen, Mr. Davies, Mr. de Schweinitz, Mr. Dodge, Mr. Hodson, Miss Hoey, Mr. Jones, Miss Kempshall, Mr. Kepecs, Mr. Ketchum, Mr. Lurie, Mr. Magnusson, Mr. Newstetter, Mr. Stillman, Miss Taylor, Mr. Washington, and the General Secretary.

The report of the Committee on the Second International Conference of Social Work, Mrs. John M. Glenn, Chairman, was presented as follows:

"In making its final report your Committee on the Second International Conferende of Social Work (appointed in October, 1930) would recall the fact that it was ten years ago at the Washington Conference that Dr. Rene Sand presented his proposal for an international conference of social work and called on our body to cooperate in the formulation of plans. At a general session of the same conference, Dr. Alice Salomon gave voice to her convictions as to the need of united deliberation and action in our sphere. Her utterance may be taken as expressive of the attitude of our membership during the ten years, which have intervened, towards the conception of a permanently organized conference body on an international scale.

Dr. Salomon's words are advisedly quoted here, with a sense of reverence for and indebtedness to the spiritual and intellectual contributions of a collegaue who is a present victim of the insensate forces of a distorted nationalism:

> "The social ideal... can be realized only in our relations with other human beings... The underlying principle of our work (is) that we as social workers of the world are united in our attitude against (the) philosophy of individualism. Social work is a conception of life which must conquer individualism, which alone can reconstruct the world."

The special committee on relation of the National Conference of Social Work to the International Conference, (appointed subsequent to the meeting of the First International Conference of Social Work in Paris in July, 1928) made definite recommendations, which having been adopted at the Boston Conference in 1930, were made the basis of your committee's several undertakings. These recommendations were:

1. To promote membership from the United States in the International Conference of Social Work.

2. To promote (a) attendance on, (b) participation in, the Second International Conference of Social Work.

3. To make suggestion of subject matter and speakers from the United States.

4. To undertake any other responsibility requested by the executive board of the International Conference of Social Work.

5. To clarify the basis of membership.

6. To make full financial statements of the expenditures of the First International Conference as well as a budget for the Second.

7. To present to the executive committee of our own body, through the general secretary, recommendations as to any special service which might be rendered to delegates from the United States in attendance at Frankfurt-am-Main which would tend to increase the derivable benefits.

Through the Bulletins of the National Conference our membership has been kept informed as to the way in which your committee has covered the various items of its charge. In view of the Bulletin reports, of the printed statement as to the financing of the Second International Conference distributed in the summer of 1931, and of the printed program with its detailed statement as to services to be rendered to delegates, distributed in the winter of 1932, this final report does not repeat what is on record in the files of the National Conference and available for reference in many private offices and libraries.

To recapitulate briefly, however, your committee would state in regard to:

1. Through the efforts of your committee 292 five-collar memberships in the Second International Conference of Social Work were secured and forwarded to the international office.

2. (a) In spite of the economic depression more than 100 delegates from the United States were in attendance at Frankfurt. This number represented one-twelfth of the total enrollment.

(b) A member of your committee acted as president of the general sessions and made the opening address and the closing remarks. Two members gave papers at general sessions, one member and one other delegate made addresses at division meetings, one member acted as chairman of the meetings of one of the six divisions (program commissions).

Active part was taken by our delegates in the discussion of each of the division meetings and in the formulation of the summaries of the meetings presented at the closing session.

Each of our six commissions, headed each by a member of your committee, having acted as working sub-committees, had material to submit at Frankfurt, some of which had already appeared in the International Bulletin. Some of this data is of continuing value. All of it helped to determine the character of the discussions and to further an understanding of the types of experimentation the social workers of the United States are making. The November issue of the Bulletin contains summaries of the discussions of the six division (commission) meetings written by as many of our delegates in attendance.

The chairman of your committee would avail herself of this occasion to register recognition of the exceptional service rendered to the cause of international understanding of national social work principles and practice by the sustained work of the chairmen and members of these several divisions of a total task.

3. The manner in which recommendation two was fulfilled is briefly covered in the above paragraph. It should be added that the secretaries-general of the International Conference were in constant correspondence with Mr. Knight and the chairman as well as with Miss van Kleeck as a member of the executive board. The last proposed the theme of the Second International Conference of Social Work - Social Work and the Family.

4. In response to the request of the esecutive board of the International Conference of Social Work your committee assumed responsibility for raising its proportion of the sum each national committee was asked to contribute to the international treasury in addition to securing five-dollar memberships. Our quota, based on size of population, was raised and presented at Frankfurt. Our committee recommended to the executive board that the quota plan be anandoned, that, in future, the International Conference of Social Work look to its national committees to secure contributions solely on the basis of memberships, these, if necessary for purposes of financing, to be of different categories. This recommendation was adopted.

5. The Question of membership privileges was clarified in advance of the Frankfurt meeting.

6. The statement issued the summer of 1931 gave the estimated income and expenditures for the Second International Conference of Social Work.

7. Your committee, with the endorsement of the executive committee, was privileged to make the distinctive contribution which was offered by the German-American Institute. Here again it is unnecessary to repeat what has been presented in print by way of advance information and report of accomplishment. The fact of special significance in June, 1933, is that in July, 1932 a group of approximately 50 social workers from the United States met for two days with leading German social workers. Through intimate exchange of experience and through the presentation by our German colleagues of a detailed picture of procedure and of goals of service, our representatives saw social work in Germany in process of development. They realized that lessons were to be learnt which could be of peculiar value to us in the period of expansion of public aid on which we had entered.

The presentation was realistic. It was skillfully placed against a political background and with modern tendencies in education held in view.

The action of the executive Committee in releasing Mr. Knight, on request of the executive board of the International Conference of Social Work and with the recommendation of your committee, to take the European trip in the summer of 1931, made possible the carrying through of the German-American Institute, which may be accepted as the distinguishing feature of our participation in the Second International Conference. Other benefits of that trip are closely woven into the content of our total contribution.

The travel seminars, arranged for delegates, played also a significant role. Those who availed themselves of the chance to see different categories of social work in Europe under exceptionally favorable conditions of travel and elucidation, were fewer in number than was anticipated when your committee helped Mr. Knight to carry through his plan. This was due, of course, to the deepening financial stringency.

Your committee in expressing appreciation of the fact that the executive committee at its January meeting assumed the indebtedness of $1316.90 which represented the balance needed to cover the several items of expenditure assumed by your committee with the approval of the executive committee, is relieved of its sense of residual financial obligation. It can report that since January, though no contractual responsibility rested on it, your sommittee has secured two contributions of $250.00 each specifically for the reduction of this indebtedness. Also in the campaign for contributions for the National Conference of Social Work sufficient contributions have been received from members of our committee or through their efforts to wipe out completely the balance. The record is now clear.

To recapitulate here what has appeared in print:

The expenses of your committee, including Mr. Knight's trip to Europe in the summer of 1931 and the cost of printing, postage, etc. was $1,574.90. The remittances to the International Conference of Social Work were $1,460.00 for memberships, $1,740.15 for the quota. Total, $4,775.05.

May I state, as chairman, that the record of the 33 members of your committee for attendance at committee meetings, for contributions of thought to the shaping and fulfillment of its program, for the definite assumption of tasks, for repeated gifts of money, has been extraordinarily fine. But no member can fail to have a keen sense of the whole-hearted, unflagging, resourceful service of its secretary, Mr. Knight.

Turning towards the Third International Conference, we should bear in mind:

1. The conference will be held in England in the summer of 1936. (The fourth International Conference is planned to be held in Prague in 1940). It is pertinent to recall the invitation extended to the National Conference in 1925 by the National Council of Social Service to hold its 1927 session in England as a joint session of the two national bodies. The Denver Conference deemed it to be "inadvisable to interrupt the continuity of its own annual meetings in this country."

2. The theme chosen for 1936 is - The Home and the Community.

3. Sir Percy Alden is the Secretary-General for Great Britain as the country in which the meeting is held.

4. A balance of approximately $6,000.00 of sums received from American foundations in the treasury of the International Conference of Social Work is held to further preparations for the next session. No requests for contributions are to be made outside Great Britain, other than those accruing from memberships. A membership for the United States is one dollar for each year beginning with the present year, 1933.

In making announcement as to the membership fee, the international office has stated that memberships are payable to national committees. These committees may deduct a small amount from each membership to cover expenses incurred. Your committee has asked Miss van Kleeck as a member of the executive board to request that this provision be clarified in the interest of sound accounting. Your committee at its final session suggests that the new Committee on International Conference consider a membership fee of $5.00 for members from the United States of which $4.00 shall be forwarded to the International Conference of Social Work in full payment of their membership fees and $1.00 retained by the Committee on International Conference for its incidental expenses.

5. The stimulation of the collection of memberships should be immediate and continuous.

6. The importance of holding an institute in advance of the Conference should be given close consideration.

Your committee regrets that, as yet, no report of proceedings has been received. No lengthy volumes such as were issued after the Paris Conference were contemplated. In their place a booklet was promised, which would be a record of procedures and (one might assume) would contain a brief digest or summary of the subject matter of the sessions. In view of the situation in Germany and of the incalculable pressure under which Dr. Polligkeit, the Secretary-General for Germany, who is responsible for publication, has labored, one can hardly assume a critical attitude to this regrettable delay.

Your committee wishes to record its appreciation of the effective cooperation it has had since October, 1930 from the two secretaries-general, Dr. Polligkeit and Dr. Rene Sand. The indebtedness to the latter is dual in character. He has been during these ten, not alone these three years, an executive of a plan and the trustee of an ideal.

May your committee, as a final word, bespeak a continuing and deepening interest on the part of our membership in the International Conference of Social Work. May such interest lead to generous support and to thoughtful furtherance of the Third International Conference. May this in trust be an embodiment of our conception of social life as necessarily fulfilled through translation into universal human terms. May we act as those who believe that in union of international social forces there is strength."

Upon motion duly made and seconded it was

Voted to approve the report of the Committee.

The report of the Committee on Time and Place, being called for, Mr. Robert Lansdale, Chairman, presented the following:

"The Committee on Time and Place of the National Conference of Social Work held two extensive sessions at which times the matter of where the Conference should hold its meeting in 1935 was given careful consideration. This was discussed from every angle and all details were fully weighed and debated.

As to time the Committee wishes to recommend that this be left to the judgement of the Executive Committee of the Conference and local committees of the city where the Conference will meet in 1935.

Four cities definitely invited the Conference for 1935, being: Montreal, Buffalo, Indianapolis, and Columbus. Delegations from each of these places appeared before the Committee and their respective cities were discussed fully. The Committee wishes to thank these people for their courtesy, the excellent information they brought to our attention and most of all for inviting the National Conference to hold its annual meeting in their respective cities in 1935.

It was not an easy task to choose one of these places, any of which would have been an excellent place to hold our 1935 meeting; however the matter eventually resolved itself down to a consideration of Buffalo and Montreal. This decision was reached after a consideration of location, guarantees offered and other less important matters.

Because of the completely satisfactory nature of the financial pledges and guarantees presented; because of the unanimity and spirit of the invitation; because of the time that has elapsed since the Conference has met in this part of the country; because a six or seven hundred mile radius includes the largest cities of the country and the most thickly populated sections; because the special attractiveness of the community makes an added inducement to our members; your Committee on Time and Place wishes to recommend that the National Conference of Social Work hold its annual meeting in 1935 in Montreal, Canada."

Upon motion duly made and seconded, it was

Voted to approve the recommendation of the Committee on Time and Place.

There being no further business the meeting adjourned.

Howard R. Young
Secretary.

Minutes of the Executive Committee
National Conference of Social Work

Saturday, June 17, 1933, 8:00 A.M., Parlor B, Hotel Statler, Detroit, Michigan

The following members were present: Mr. Bruno, the President, Miss Colcord, Miss Cottrell, Mr. Davies, Mr. Dawson, Mr. Dodge, Mr. Hodson, Miss Kempshall, Dr. Potter, and the General Secretary.

The entire meeting was devoted to an informal discussion of ways and means of strengthening the program for 1934.

There being no further business and upon motion duly made and seconded, the meeting adjourned.

Howard R. Young
Genl Secy.

Minutes of the Executive Committee
National Conference of Social Work

Sunday, October 15, 1933, Room 200, Russell Sage Foundation Building, New York City.

The following members were present: Mr. Hodson, the President, Miss Stephenson representing Mr. Bane, Mr. Beisser, Miss Cassidy, Mr. Chamberlain, Mr. Cole, Miss Kaufman, Miss Lenroot, Mr. Lynde, Mr. Solenberger, Mr. Washington, Miss Wing, and the General Secretary.

The President announced that there were two vacancies in the membership of the Executive Committee due to the election of the same person both as a member of the Executive Committee and as Chairman of a Division. Upon motion duly made and seconded the Reverend George H.B. Wright of San Francisco and Mr. Arch Mandel of Dayton, Ohio were elected to membership in the Executive Committee for a term of one year to expire at the time of the annual meeting in Kansas City in 1934.

In the absence of the Treasurer the Secretary presented the financial statements as of September 30, 1933. (see copies attached) Upon motion duly made and seconded it was

Voted to approve the report of the Treasurer.

The Secretary requested that $700.00 be added to the present budget in order to enable the office stenographic and clerical force to be re-established on an efficient basis and to provide some salary for the completion of the new index. Upon motion duly made and seconded it was

Voted to add $700.00 to the budget item for salaries and in the functional distribution to distribute this $700.00 as $200.00 to Proceedings and Index and $500.00 to office operation.

The Secretary reported the request of the Social Work Exhibits Committee which has maintained a Social Work Exhibit at the Century of Progress in Chicago for an appropriation. This appropriation was first requested last January but due to the financial situation of the Conference, the Executive Committee had postponed action. The new request asked for an appropriation of from $50.00 to $100.00. Upon motion duly made and seconded it was

Voted to appropriate $75.00 to the Social Work Exhibit Committee.

The Secretary asked the advice of the Executive Committee as to the printing of the membership list of the Conference as a part of the next January issue of the Conference Bulletin. The membership list was omitted this past year for reasons of economy. It will cost between $800.00 to $1000.00 to print and distribute the membership list. After thorough discussion it was agreed that the membership list should be printed and the cost provided in the new budget if it were at all possible to do so.

Mrs. Glenn reported briefly on the progress of plans for the Third International Conference of Social Work. Upon motion duly made and seconded, it was

Voted that the President appoint a committee on the Third International Conference of Social Work, this Committee to serve until the completion of the Third International Conference of Social Work.

The Secretary reported that work on the new cumulative index of Volumes 1 to 60 of the Proceedings of the National Conference of Social Work had reached the stage where it was necessary to enter into a contract for publication. He reported on conversations with the University of Chicago Press relative to such publication. The proposed plan is that the Conference shall underwrite the expense of publication. There will be an advance sale price for Conference members and another price larger than that for Conference members to non-members, these prices to be determined by the cost of publication and the anticipated sale. All receipts from the advance sale are to be credited against the cost of publication. After publication it is proposed that the University of Chicago Press shall assume full responsibility for cost and sale, the selling price being tentatively set at $5.00. From such sales the Conference is to receive a royalty. The Secretary pointed out that it was apparently the best contract that could be secured. However, therewere still some details to be ironed out. If the advance sales do not cover the cost of production the Conference may have a deficit of several hundred dollars to meet. It was the consensus of opinion that in such an event the Conference should meet such a deficit as a contribution to social work. Upon motion duly made and seconded it was

Voted that the Secretary be authorized to negotiate a contract on behalf of the Conference with the University of Chicago Press for the publication of the new index.

The Executive Committee was notified that Mr. Chester D. Pugsley had renewed his award of $250.00 for the paper presented at the next annual meeting which in the judgment of the Editorial Committee makes the greatest contribution to social work. Upon motion duly made and seconded it was

Voted that the award be accepted with appreciation.

The Secretary summarized a communication from Mr. Lewis Meriam, Chairman of the Committee on the American Indian requesting the continuation of the Committee on the American Indian for another two years with the understanding that during that period the individuals and groups interested would effect reorganization so as to establish themselves as an Associate Group of the Conference. Upon motion duly made and seconded it was

Voted to continue the Committee on the American Indian for another two years and that the President appoint the Committee.

The President then presented the report of the Program Committee. (See copy attached) He explained in detail the plans and hopes of the Program Committee in reorganizing and modifying the program structure at Kansas City. After lengthy discussion and upon motion duly made and seconded it was

Voted to approve the report and recommendations of the Program Committee.

There being no further business the Executive Committee adjourned.

Howard R. Knight,
General Secy.

National Conference of Social Work

Cash Receipts and Expenditures

January 1 --- September 30, 1933

Operating Balance, January 1		$ 660.35
Receipts		
Memberships	$20,800.73	
Contributions	2,037.94	
Sales, Bulletin	35.38	
Sales, Proceedings	405.72	
Refunds	76.41	
Miscellaneous	1,125.34	
Registration fees	1,911.99	
Total		26,393.51
Total Receipts & Balance Total		$27,053.86
*Expenditures		
Salaries	$10,991.26	
Travel	3,020.79	
Printing	6,530.19	
Postage	1,608.91	
Supplies	569.83	
Telephone & Telegraph	277.60	
Rent	800.00	
Equipment & Repairs	227.99	
Miscellaneous	636.04	
Refunds	69.35	
Total		$24,731.96
Balance		$ 2,321.90

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*Functional Distribution of Expenditures

Administration	$ 9,259.71
Membership & Publicity	1,009.40
Annual Meeting	1,700.37
Proceedings & Index	4,937.20
Bulletin	1,889.23
Office Operation	5,582.48
Other	353.57
	$24,731.96

National Conference of Social Work

1933 Budget Receipts, Expenditures & Balances

September 30, 1933.

Income	Revised Budget	Actual 1-1-33 to 9-30-33	Budget Balance
Memberships	$25,000.00	$19,735.73	$ 5,264.27
Guarantees	2,000.00		2,000.00
Registrations	2,000.00	1,911.99	
Miscellaneous	1,000.00	3,680.79	
Total	30,000.00	$25,328.51	$ 7,264.27
•Expenditures			
Salaries	$12,147.53	$ 9,923.36	$ 2,224.17
Travel	2,550.00	2,326.79	223.21
Printing	6,100.00	2,293.37	3,806.63
Postage & Express	1,650.00	1,095.91	554.09
Supplies	800.00	411.36	388.64
Tel. & Tel.	350.00	277.60	72.40
Rent	780.00	600.00	180.00
Equip. & Repairs	150.00	202.35	-52.35
Miscellaneous	400.00	338.18	61.82
Pugsley Award		250.00	-250.00
Refunds		69.35	-69.35
Total	$24,927.53	$17,788.27	$ 7,139.26
•Functional Distribution of Expenditures and Budget.			
General Adminis.	$ 9,983.33	$ 7,996.88	$ 1,986.45
Membership & Pub.	981.70	866.93	114.77
Annual Meet.	1,700.00	1,582.21	117.79
Proceed. & Index	4,600.00	694.91	3,905.09
Bulletin	2,150.00	1,266.23	883.77
Office Operation	5,112.50	5,027.54	84.96
Other	400.00	103.57	296.43
Pugsley Award		250.00	-250.00
Total	$24,927.53	$17,788.27	$ 7,139.26

Minutes of the Program Committee

National Conference of Social Work

Russell Sage Foundation Building, October 14th, 1933

The following members were present: Mr. Hodson, Mr. Rabinoff, Miss Hamilton, Mr. Davies, and Mr. Knight. In addition, the following Division Chairmen were present: Mr. Cole, Chairman of Division I - Children; Miss Wing, Chairman of Division III - Health; Mr. Lynde, Chairman of Division IV - The Family; Miss Anderson, Chairman of Division V - Industrial and Economic Problems; Mr. Eugene Kinckle Jones representing Mr. Queen, Chairman of Division VI - Neighborhood and Community Life; Dr. Chamberlain, Chairman of Division VII - Mental Hygiene; Miss Cassidy, Chairman of Division X - The Immigrant; and Mr. Lurie, Chairman of Division XI - Professional Standards and Education.

The Committee immediately proceeded to the discussion of a proposed reorganization of the program for Kansas City according to a memorandum submitted to the members of the Committee and the Division Chairmen in advance of this meeting. (See copy attached.) After discussion of the objectives outlined and the method of organization proposed and upon motion duly made and seconded, it was

Voted to recommend the plan of reorganization in principle.

After further discussion, it was agreed to recommend:

1. That the Program Committee with the advice and assistance of the Division Chairmen and representatives of the Associate Groups assume responsibility for the 9:00 A.M. meetings on each day of the Conference week.

2. That the general theme for the 9:00 A.M. meeting be some such topic as Social Work and Social Recovery and that special themes as outlined below be tentatively adopted for each of the five days.

3. That the Conference attendance be divided into three groups each morning in which the same general theme would be presented from three different points of view as follows: A. - social case work or work with the individual; B - social group work or work with groups; C - community organization and administration or the contact with the community as a whole.

Social legislation would so far as possible be discussed in relation to the above groupings.

It was tentatively agreed that the main theme for each day would be as follows:

Monday - The Administration of Federal Unemployment Relief. A critical analysis of policies, programs, and practice.

Tuesday - The Administration of State and Local Unemployment Relief.

Wednesday - The Effects and Implications of the Administration of Unemployment Relief, on the Individual, the Group, and the Community.

Friday - Planning for Social Security through Social Control.

Saturday - The Contribution of Social Work to Social Justice.

The Committee then spent considerable time in the discussion of the wide variety of subject matter that might be related to the general themes suggested above and upon motion duly made and seconded, authorized the Chairman to appoint a committee of three members of the Program Committee to prepare a tentative schedule of detailed topics in line with the discussion of the day and to present this schedule at the earliest opportunity to the Program Committee and Division Chairmen.

It was agreed to recommend that the Divisions hold their meetings at the 11:00 A.M. hour but the number of meetings for each Division be reduced from five to three. This recommendation was heartily approved by the Division Chairmen present.

The Committee then turned its attention to the discussion of the General Sessions. The President announced that he expected to present the topic - The Place and Resonisibilities of the Social Worker in the New Deal. The Presidential Address is to be given on the opening night of the Conference. General topics tentatively agreed to for the other General Sessions are as follows:

1. National Industrial Recovery - An Objective Analysis.

2. Population Changes and Trends - Their Implication for Social Work.

3. Taxation and Its Relationship to Social Work.

4. Presentation of Important Facts from the Report of the Committee on Social Trends.

Plans for the Conference Dinner and the Conference Luncheon were held in abeyance.

The Secretary presented a proposed plan for the reorganization of the time schedule for Associate and Special Group Meetings whereby all luncheon meetings of such groups will be scheduled only on Wednesday and all dinners on Thursday, leaving the lunch and dinner hours free on other days. The afternoons, except on Wednesday, will be divided into two meeting periods at 2:00 P.M. and 4:00 P.M.

Upon motion duly made and seconded, it was

Voted to approve the revised time schedule for Associate and Special Group meetings and urge its favorable consideration by the Associate Groups through their representatives at the Program Conference on Monday, October 16th.

The Secretary presented the request of the Committee on the American Indian for continuation for another two years with the understanding that during this time, the persons and organizations interested would reorganize their relations to the Conference so as to become an Associate Group.

Upon motion duly made and seconded, it was

Voted to approve this request and authorize the President to appoint a Committee on the American Indian for a term of two years.

Suggestions were received of topics for General Sessions at Kansas City from Benjamin Marsh and the Michigan Birth Control League which were by common consent referred to the subcommittee on General Sessions.

There being no further business, the meeting adjourned.

Howard R. King Jr.
Devil Secy.

Memorandum Concerning the Possible Modification of the Conference Program at the Annual Meeting in Kansas City.

There was considerable discussion of many suggestions relative to modification of our program organization for the annual meeting in Kansas City at the meeting of the Program Committee held in New York on Friday, September 29th. The meeting was attended by Mr. Hodson, Mr. Rabinoff, Father Siedenburg, and Mr. Knight. The entire meeting was given over to informal discussion. No decisions were reached and the following suggestions are to be regarded only as a starting point for discussion at the next meeting of the Program Committee to be held in New York on October 14th. The Division Chairmen have been invited to be present and to participate in the next meeting of the Program Committee.

From the discussion there emerged several objectives that might be borne in mind in planning any modifications of the program for Kansas City as follows:

1. Simplification of the program.

2. Reduction in the number of meetings.

3. Concentration of attention on a few topics of major importance and of common interest to all or a considerable proportion of the Conference constituency.

4. Experimentation that might be helpful in later more permanent reorganization of the program structure.

Out of several concrete proposals, the following may prove a possible basis for beginning the discussion at the next meeting of the Program Committee.

1. That the nine o'clock hour each morning during Conference week, with the exception of Thursday which is devoted to the annual meeting of the American Association of Social Workers, be used for a series of three or four meetings on topics of major interest to social workers. In other words, at the nine o'clock hour, the Conference would be divided into three or four large meetings around a few major topics.

2. That in arranging the subject matter for these meetings, the Program Committee should seek and use the utmost cooperation of such Division Chairmen and Associate Group Representatives as might have an interest in the proposed subject matter of these meetings.

3. That it might be possible to arrange the subject matter of each such group so that it would be in a functional field of social work. The following functional fields were suggested: Social case work, social group work, social legislation, social work organization and administration.

4. That the eleven o'clock period each morning with the exception of Wednesday which is devoted to the annual business meeting of the National Conference of Social Work be used for the following pruposes:

A. For Division meetings as now organized but that the Divisions be requested to hold three, instead of the five meetings now allowed. One of the three meetings may be used as at present for a series of not more than five simultaneous group discussions.

B. That provision be made for those persons who wish to remain for informal discussion of the subject matter presented at the nine o'clock meeting to do so.

In order to visualize how a possible time schedule based on the above suggestions would work out, a suggested time schedule is attached.